

## AUDIT REPORT REVIEW

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PHILIP L. BROWNING  
Interim Director

County of Los Angeles  
**DEPARTMENT OF CHILDREN AND FAMILY SERVICES**

425 Shatto Place, Los Angeles, California 90020  
(213) 351-5602

January 17, 2012

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From: Philip L. Browning  
Interim Director

**ALPHA TREATMENT CENTER FOSTER FAMILY AGENCY COMPLIANCE MONITORING REVIEW**

In accordance with your Board's March 2, 2011 motion, we are informing your Board of the results of a Foster Family Agency (FFA) compliance review.

Alpha Treatment Center Foster Family Agency (FFA) is located in the 1st Supervisorial District and provides services to Los Angeles County Department of Children and Family Services' (DCFS) foster youth. According to Alpha Treatment Center FFA's program statement, its purpose is "to provide foster care and treatment for abused and neglected children while reunification services with their families are being explored and/or completed." Alpha Treatment Center FFA is licensed to serve children between the ages 0 through 17.

The DCFS Out-of-Home Care Management Division (OHCMD) conducted a review of the Alpha Treatment Center FFA in April 2011 at which time the Agency served 42 placed DCFS children in 18 certified foster homes. The placed children's overall average length of placement was 16 months and the average age was 8. For the purpose of this review, six children's case files were reviewed and four of six foster children were interviewed, as two children were too young to be interviewed. In addition, two certified foster parent (CFP) files were reviewed and the foster parents were interviewed. Four staff files were reviewed for compliance with the Title 22 regulations and contract requirements.

*"To Enrich Lives Through Effective and Caring Service"*



**ALPHA TREATMENT CENTER FFA**  
**CONTRACT COMPLIANCE MONITORING REVIEW SUMMARY**

1044 W. West Covina Parkway  
West Covina, CA 91790  
License Number: 197803842

The following report is based on a "point in time" monitoring visit and is only intended to report on the findings noted during the April 2011 monitoring review.

**CONTRACTUAL COMPLIANCE**

Based on our review of six children's files, five staff files and/or documentation from the provider, Alpha Treatment Center's FFA was in full compliance with all 11 sections of our Contract Compliance review: Licensure/Contract Requirements; Certified Foster Homes; Facility and Environment; Maintenance of Required Documentation and Services Delivery; Educational and Workforce Readiness; Health and Medical Needs; Psychotropic Medications; Personal Rights and Social/Emotional Well-being; Personal Needs/Survival and Economic Well-being; Discharged Children; Personnel Records.

**PRIOR YEAR FOLLOW-UP FROM THE AUDITOR-CONTROLLER'S REPORT**

**Objective**

Determine the status of the recommendations reported in the Auditor-Controller's prior monitoring review.

**Verification**

We verified whether the outstanding recommendations from the Auditor-Controller's last compliance report dated October 22, 2009 were implemented.

**Results**

The prior monitoring report contained 12 outstanding recommendations. Specifically, Alpha Treatment Center FFA was to ensure that foster parents do not leave children unsupervised; staff monitor homes to ensure they comply with California Department of Social Services (CDSS) Title 22 regulations; foster parents adequately secure medications, knives and other items that could pose a potential safety hazard to children; foster home assessments are completed for homes where more than two children are placed; Quarterly Reports and Needs and Services Plans (NSPs) are prepared within the required timeframes; NSPs contain all the required information including goals that are specific, measurable and time-limited; NSPs are approved by the DCFS social worker; children and their foster parents are offered the opportunity to participate in the development of the NSPs; DCFS social workers are updated monthly regarding the children's progress; current Court authorizations are maintained for children taking psychotropic medications; children's medical and dental examinations are conducted with the required timeframes; and children receive necessary dental services. All 12 recommendations were fully implemented.

**Recommendation:**

None

**MOST RECENT FISCAL REVIEW CONDUCTED BY THE AUDITOR-CONTROLLER**

The Auditor-Controller has not conducted a fiscal review of Alpha Treatment Center FFA.

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Two children were on psychotropic medication. We reviewed their case files to assess the timeliness of psychotropic medication authorizations.

**SCOPE OF REVIEW**

The purpose of this review was to assess Alpha Treatment Center FFA's compliance with the contract and State regulations. The visit included a review of the Agency's program statement, administrative internal policies and procedures, six placed children's case files, and a random sampling of personnel files. A visit was made to the certified foster homes to assess the quality of care and supervision provided to children and we conducted interviews with the DCFS placed children to assess the care and services they were receiving.

A copy of this report has been sent to the Auditor-Controller (A-C) and Community Care Licensing (CCL).

**SUMMARY**

The Alpha Treatment Center FFA was providing the services as outlined in its program statement. The children interviewed stated that they felt safe in their foster homes and that they were satisfied with the services they were receiving. The foster homes were clean and adequately landscaped.

The Foster Family Agency Director and her staff were accessible, cooperative and expressed their willingness to make the necessary corrections, if needed.

**NOTABLE FINDINGS**

There were no findings during this monitoring review period.

**EXIT CONFERENCE**

The following are highlights from the Exit Conference held April 26, 2011.

**In attendance:**

Jean Jones, Foster Family Agency Director, Alpha Treatment Center FFA, and Thomas Manning, Monitor OHCMD DCFS

**Highlights:**

The Foster Family Agency Director was in agreement with the results of the monitoring review. During the Exit Conference, we discussed several issues including the completion of the Needs and Service Plans (NSPs). The FFA Director stated that Alpha Treatment Center FFA continues to improve on their documentation in the NSPs, as well as encourage their staff to ensure that the NSPs are comprehensive. The FFA



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Director made it clear that all children were allowed opportunities to be involved in extra-curricular activities. As there were no findings during this review, no corrective action is required.

If you have any questions, please call me or your staff may contact Aldo Marin, Board Relations Manager, at (213) 351-5530.

PLB:RS:KR:

EAH:Nf:tm

Attachments

- c: William T Fujioka, Chief Executive Officer
- Wendy Watanabe, Auditor-Controller
- Public Information Office
- Audit Committee
- Carol Facciponti-Malcolm, President Board of Directors, Alpha Treatment Center
- Emmanuel Humphries, Chief Executive Officer, Alpha Treatment Center FFA
- Jean Chen, Regional Manager, Community Care Licensing

**ALPHA TREATMENT CENTER FOSTER FAMILY AGENCY  
CONTRACT COMPLIANCE MONITORING REVIEW-SUMMARY**

**1044 W. West Covina Parkway  
West Covina, CA 91790  
License Number: 197803842**

<b>Contract Compliance Monitoring Review</b>		<b>Findings: April 2011</b>
<b>I</b>	<b><u>Licensure/Contract Requirements</u></b> (6 Elements) <ol style="list-style-type: none"> <li>1. Timely Notification for Child's Relocation</li> <li>2. Serious Incident Reports (SIR) documented and cross-reported</li> <li>3. Runaway Procedures</li> <li>4. Community Care Licensing Citations, Out-of-Home Care Management Division Reports on Safety and Physical Deficiencies</li> <li>5. If Applicable, FFA Ensures Complete Required Whole Foster Family Home Training</li> <li>6. Is the FFA paying Certified Foster Parents Whole Foster Family Home Payments</li> </ol>	<b>Full Compliance (ALL)</b>
<b>II</b>	<b><u>Certified Foster Homes</u></b> (13 Elements) <ol style="list-style-type: none"> <li>1. Home Study Prior to Certification</li> <li>2. Contact with References/Including Check with OHCMD</li> <li>3. Safety Inspection Prior to Certification</li> <li>4. Timely DOJ, FBI, CACI</li> <li>5. Health Screening Prior to Certification</li> <li>6. MAPP or Equivalent Training Prior to Certification</li> <li>7. Certificate of Approval on File Including Capacity</li> <li>8. Home Inspection/Evaluations for Re-certification</li> <li>9. Completed Training Hours for Re-certification</li> <li>10. CPR/First Aid/Water Safety Certificates</li> <li>11. CDL/Auto Insurance</li> <li>12. Other Adults: DOJ/FBI/CACI</li> <li>13. Transportation</li> </ol>	<b>Full Compliance (ALL)</b>
<b>III</b>	<b><u>Facility and Environment</u></b> (8 Elements) <ol style="list-style-type: none"> <li>1. Exterior Well Maintained</li> <li>2. Common Areas Maintained</li> <li>3. Children's Bedrooms/Interior Maintained</li> <li>4. Sufficient Recreational Equipment</li> <li>5. Sufficient Educational Resources</li> <li>6. Adequate Perishable and Non Perishable Food</li> <li>7. Disaster Drills Conducted</li> <li>8. Allowance Logs</li> </ol>	<b>Full Compliance (ALL)</b>

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IV	<b><u>Maintenance of Required Documentation and Service Delivery</u></b> (11 Elements) <ol style="list-style-type: none"> <li>1. DCFS CSW Authorization to Implement NSPs</li> <li>2. Children's Participation in the Development of NSPs</li> <li>3. NSPs Implemented and Discussed with Foster Parents</li> <li>4. Children's Progress Towards Meeting Goals</li> <li>5. Timely Developed Initial NSPs with Child</li> <li>6. Timely Comprehensive Initial NSPs with Child</li> <li>7. Therapeutic Services Received</li> <li>8. Recommended Assessments/Evaluations Implemented</li> <li>9. DCFS CSWs Monthly Contacts Documented</li> <li>10. Timely Developed Updated NSPs with Child</li> <li>11. Timely Comprehensive Updated NSPs with Child</li> </ol>	Full Compliance (ALL)
V	<b><u>Education and Workforce Readiness</u></b> (7 Elements) <ol style="list-style-type: none"> <li>1. Children Enrolled in School Within Three Days</li> <li>2. Children Attending School as Required</li> <li>3. Agency Facilitates Child's Educational Goals</li> <li>4. Children's Academic and/or Attendance Increase</li> <li>5. Current IEPs Maintained</li> <li>6. Current Report Cards Maintained</li> <li>7. Emancipation/Vocational Programs Provided</li> </ol>	Full Compliance (ALL)
VI	<b><u>Health and Medical Needs</u></b> (6 Elements) <ol style="list-style-type: none"> <li>1. Initial Medical Examinations Conducted</li> <li>2. Initial Medical Examinations Timely</li> <li>3. Follow-up Medical Examinations Timely</li> <li>4. Initial Dental Examinations Conducted</li> <li>5. Initial Dental Examinations Timely</li> <li>6. Follow-up Dental Examinations Timely</li> </ol>	Full Compliance (ALL)
VII	<b><u>Psychotropic Medications</u></b> (2 Elements) <ol style="list-style-type: none"> <li>1. Current Court Authorization for Administration of Psychotropic Medication</li> <li>2. Current Psychiatric Evaluation Review</li> </ol>	Full Compliance (ALL)



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VIII	<b><u>Personal Rights</u></b> (13 Elements) <ol style="list-style-type: none"> <li>1. Children Informed of Foster Home's Policies and Procedures</li> <li>2. Children Feel Safe</li> <li>3. Satisfaction with Meals and Snacks</li> <li>4. Foster Parents Treatment of Children with Respect and Dignity</li> <li>5. Appropriate Rewards and Discipline System</li> <li>6. Children Allowed Private Visits, Calls and Correspondence</li> </ol>	Full Compliance (ALL)
IX	<b><u>Personal Needs/Survival and Economic Well-being</u></b> (8 Elements) <ol style="list-style-type: none"> <li>1. \$50 Clothing Allowance</li> <li>2. On-going Clothing Inventories of Adequate Quantity</li> <li>3. On-going Clothing Inventories of Adequate Quality</li> <li>4. Involvement in Selection of Clothing</li> <li>5. Provision of Personal Care Items</li> <li>6. Minimum Monetary Allowances</li> <li>7. Management of Allowance</li> <li>8. Encouragement and Assistance with Life Book</li> </ol>	Full Compliance (ALL)
X	<b><u>Discharge Children</u></b> (3 Elements) <ol style="list-style-type: none"> <li>1. Stabilization of Placement prior to Discharge</li> <li>2. Discharge Summary Completed</li> <li>3. Did Child Complete High School</li> </ol>	Full Compliance (ALL)
XI	<b><u>Personnel Records (including Staff Qualifications, Staffing Ratios, Criminal Clearances and Training)</u></b> (14 Elements) <ol style="list-style-type: none"> <li>1. DOJ Timely Submitted</li> <li>2. FBI Timely Submitted (After January 1, 2008)</li> <li>3. CACIs Timely Submitted</li> <li>4. Signed Criminal Background Statement Timely</li> <li>5. Education/Experience Requirement</li> <li>6. Employee Health-Screening Timely</li> <li>7. Valid Driver's License</li> <li>8. Signed Copies of FFA Policies and Procedures</li> <li>9. Initial Training Documentation</li> <li>10. One-hour Training of Child Abuse Reporting</li> <li>11. CPR Training Documentation</li> <li>12. First Aid Training Documentation</li> <li>13. On-going Training Documentation</li> <li>14. Social Workers Appropriate Case Ratio</li> </ol>	Full Compliance (ALL)